



Guam Department of Labor  
**TEMPORARY LABOR CERTIFICATION  
APPLICATION CHECKLIST**

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**GUAM MILITARY BASE REALIGNMENT CONTRACTOR RECRUITMENT**

Name of Employer: \_\_\_\_\_

**THE APPLICATION**

- ☐ Application for Temporary Labor Certification - **Form GDOL 750-MIL**
- ☐ Form G-28 (*for employers using Attorneys to file the application only*)

**THE JOB OFFER**

- ☐ Completed Job Order- **Form GES 514**
- ☐ Proof of Recruitment Efforts Made Prior to Filing the Application
- ☐ Proposed Advertisements- **Two Formats**
  - ☐ **3-day advertisement with Guam newspaper and HireGuam**
  - ☐ **Individual postings with National Labor Exchange (NLX) via HireGuam; CNMI and American Samoa**
- ☐ Proof of publication of 3-day advertisement with Guam newspaper
- ☐ Proof of Posting with NLX, CNMI and American Samoa
- ☐ Proposed Employment Contract
- ☐ Barracks/ Housing Location Sketch

**JUSTIFICATION OF NEED**

- ☐ Project Summary Sheet
- ☐ Project Location Sketch
- ☐ Project Contracts – Prime & Sub
- ☐ Building Permits
- ☐ Written Submittal Justifying the Need for Temporary Alien Workers
- ☐ Worksite/Office Location

**GDOL USE ONLY**

LO Date: \_\_\_\_\_

Case No.: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Caseworker Initials: \_\_\_\_\_

Date Scanned: \_\_\_\_\_

**EMPLOYER PROFILE, ASSURANCES AND SURETIES**

- ☐ Contractor's License or Business License (for non-construction)
- ☐ Articles of Incorporation or Partnership Agreement
- ☐ Completed Clearance Sheet
- ☐ Notarized Statement of Employer's Assurances
- ☐ Wage Bond
- ☐ Repatriation Bond
- ☐ Statement of Temporary Nature